

Bangsamoro Autonomous Region in Muslim Mindanao OFFICE OF THE CHIEF MINISTER

Bangsamoro Government Center, Governor Gutierrez Avenue, Rosary Heights VII, Cotabato City 9600

MEMORANDUM Order No.: 2 8 9 9 Series of 2024

TO

GENDER AND DEVELOPMENT FOCAL POINT SYSTEM -

TECHNICAL WORKING GROUP (GFPS - TWG) AND

SECRETARIAT

Office of the Chief Minister

Bangsamoro Autonomous Region in Muslim Mindanao

SUBJECT

GAD AGENDA FORMULATION AND GENDER ANALYSIS

TRAINING - WORKSHOP

DATE

23 SAFAR 1446 AH | 27 AUGUST 2024

The Magna Carta of Women, or R.A. No. 9710, is the foundational legal mandate requiring the integration of gender perspectives across all government agencies and institutions. To comply with this law, organizations are required to develop a Gender and Development (GAD) agenda within their office settings. This agenda ensures that every policy, program, and activity aligns with the principles of gender equality and is incorporated into the GAD Plans and Budgets (GPBs) of various agencies.

Included in the Office of the Chief Minister (OCM)'s Annual GAD Plan and Budget FY 2024 is the capacity building for its GAD Focal Point System (GFPS). To evaluate the level of gender mainstreaming in the organization, and to capacitate the GFPS in the formulation of programs, activities, and projects, the OCM will be conducting the GAD Agenda Formulation and Gender Analysis Training - Workshop on September 9-13, 2024 (including travel time), at the Acacia Hotel, Davao City.

In view thereof, all GFPS - TWG members or their alternate, and Secretariat are hereby directed to attend and participate in the said activity. Attached is the list of participants and indicative program of the activity. Kindly confirm your attendance through the QR code below **on or before September 02**, **2024**. To efficiently utilize the GAD budget, **failure to confirm participation will result in the forfeiture of slot for the activity.**



Furthermore, participants are required to bring the following documents from their respective office, service, division, or program, to wit:

- 1. Sex, Age, and Disability Disaggregated Data; and
- 2. Annual reports (2022 and 2023).

Participants are also required to submit their accomplished Training Needs Assessment (TNA) form **on or before 4 September 2024** to <u>cos@bangsamoro.gov.ph</u>, with the filename TNA (Your Name). A copy of the form is also attached herein.

For questions and/or clarifications, please contact the Office of the Chief of Staff at **(064) 552-2939** or email at cos@bangsamoro.gov.ph.

For **compliance**.

By Authority of the Chief Minister AHOD B. EBRAHIM

ABUNAWAS L. MASLAMAMA Senior Minister %

OCM-BARMM AMS-RD AAA166630 Bangsamoro Autonomous Region in Muslim Mindanao
Office of the Chief Minister
OFFICE OF THE SENIOR MINISTER
RELEASED

Name: ABDUL AZIS LU ALI Date: 3 D AUG 2024 Time:

Bangsamoro Autonomous Region in Muslim Mindanao
OFFICE OF THE CHIEF MINISTER
Records Division - AMS
RELEASED
BY Hanan CG
DATE 3 0 AUG 2024
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By: Macnah K. Midimhano
Date: 3 D AUG 2024
Time: 4: 23 PM

GAD Agenda Formulation and Gender Analysis Training - WorkshopSeptember 9-13, 2024 Acacia Hotel, Davao City

PARTICIPANTS

NO.	NAME	POSITION	OFFICE	ROLES DURING THE ACTIVITY
1	ALVIN-YASHER K. ABDULGAFAR	Chief of Staff	ocos	Participant
2	ATTY. MACACUNA B. MACADATO	Attorney V	LLLO	Participant
3	ALBASHIR A. SAIDIN	Chief Administrative Officer	OCOS-SAD	Participant
4	LO IVAN R. CASTILLON	Chief Administrative Officer	TMS-PMD	Participant
5	MOHAMAD MURAD U. PASIGAN	Chief Administrative Officer	AMS-GSD	Participant
6	RICHARD P. SANLOCAN	Chief Administrative Officer	TMS-PSD	Participant
7	YUSOPH A. ABDULLAH	Officer-in-Charge	ICO	Participant
8	YASSER ALI F. UNTONG	Administrative Officer IV	OSM	Participant
9	HAZRATH K. IBRAHIM	Administrative Aide IV	ISS	Participant
10	ESNAIN C. MAPAIT	Community Development Officer I	OOBC	Participant
11	SAHARAN JURJANI J. SILONGAN	Project Development Officer V	AMBaG	Participant
12	ABOBAKER I. EDRIS	Project Development Officer V	TABANG	Participant
13	MOHAMMAD K. ABDULLAH	Project Development Officer V	KAPYANAN	Participant
14	AMIRIL R. ENOK	Project Development Officer V	SLMG	Participant
15	EMRAN MOHAMMAD	Executive Director	BDI	Participant
16	ARNOLD S. CARARAG	Information Technology Officer I	BICTO	Participant

17	MARK ANTHONY M. DOMINGO	Executive Assistant II	ocos	-
18	JAY-AR S. KATUG	Administrative Aide VI	ocos	-
19	ABDUL L. SATAR	Administrative Aide IV	ocos	-
20	JAVIER S. KATUG	Administrative Aide V	ocos	-
21	POLICE/SECURITY OFFICER	-	ocos	-
22	LYNDON S. ENRIQUEZ	GAD Specialist III	BWC - BARMM	Resource person
			TOTAL MALE:	22
1	RAIZA A. ABAS	Chief Administrative Officer	OCOS-PD	Participant
2	ASNAIFA B. BALINDONG- POLAO	Chief Administrative Officer	PS	Participant
3	KAMILAH S. UNDA	Chief Administrative Officer	BLA	Participant
4	ANALEE C. BIRUAR	Chief Administrative Officer	FMS-AD	Participant
5	SIETTIE AMINA M. ABDULAZIS	Chief Administrative Officer	FMS-BD	Participant
6	INDIRA I. SINSUAT	Chief Administrative Officer	FMS-CD	Participant
7	HASMIENE D. IBRAHIM	Chief Administrative Officer	IAO	Participant
8	ANABELLE V. ESMAEL- ZAILON	Chief Administrative Officer	TMS-RDD	Participant
9	RAYHANA M. MOKAMAD	Chief Administrative Officer	AMS-RD	Participant
10	NUR AISHA C. PACASEM	Supervising Administrative Officer	AMS-HRMD	Participant
11	SAUDAH U. TAHIR	Nurse III	The Clinic	Participant
12	SALEMA A. MANALAO- SALAKUB	Administrative Officer V	IGRSO	Participant
13	CORAZON C. BORROMEO	Administrative Officer V	OCS	Participant
14	IBTEHAJZ C. LIZARDO	Administrative Officer V	BLOMM	Participant
1	1	t	I	·

15	BAI SITTIE MUHAYMINA E. MAADIL	-	SALAM	Participant
16	SITTIE FAIZAH M. PANGCOGA	Project Development Officer II, MRP	MRP	Participant
17.	MARIFA AINY M. AMPATUAN	Board Secretary III	BBOI	Participant
18	AISAH S. ABAS	Information Officer III	BIO	Participant
19	ERIKA Y. ALIM	Administrative Officer V	OSC	Participant
20	MARIA NILDA M. GUIALEL	Administrative Officer III	AMS-RD	Secretariat
21	ASNAIRA B. ATING	Administrative Officer III	ocos	Secretariat
22	MERIAM K. BOLOTAOLO	Administrative Officer III	ocos	Secretariat
23	ROHANIYA MOHAMMAD	GAD Specialist III	BWC - BARMM	Resource person
		TC	TAL FEMALE:	23
		45		

GAD Agenda Formulation and Gender Analysis Training - WorkshopSeptember 9-13, 2024

Acacia Hotel, Davao City

INDICATIVE PROGRAMME

DATE/TIME	ACTIVITY	PERSON-IN-CHARGE
	DAY 1 (September 9, 2024)	
7:00 - 8:00 am	Assembly Time	All participants
8:01 - 12:00 nn	Cotabato City to Acacia Hotel	All participants
12:01 - 1:00 pm	Lunch	All participants
1:01 - 2:00 pm	Check-in time	All participants
2:01 - 5:00 pm	Lakbay Aral: Visitation to LGU Davao's	All participants
	Integrated Gender and Development Division,	
	and City's GAD Local Learning Hubs	
7:00 pm	Dinner	All participants
onwards		
	DAY 2 (September 10, 2024)	
8:00 - 8:30 am	Registration and Settling-in	Secretariat
8:31 - 8:35 am	Preliminaries	AVP
8:36 - 8:40 am	Invocation	Representative from the
		participants
8:41 - 8:45 am	Opening Remarks	ALVIN-YASHER K.
		ABDULGAFAR
		Chief of Staff
		Head, OCM GFPS-TWG
8:46 - 8:50 am	Overview of the Activity	RAIZA A. ABAS
		CAO, OCOS-PD
		Member, OCM GFPS-
0.54 0.00	Destate	TWG
8:51 - 9:00 am	Pre-test	Secretariat
9:01 - 9:10 am	House Rules And Andrews Change Chan	MC
	Introduction of Resource Persons	,
0.11 10.10	• Expectation setting	ROHANIYA A.
9:11 - 10:10 am	Session 1: Gender Analysis in Development	MOHAMMAD
		GAD Specialist III Bangsamoro Women
		Commission - BARMM
10:11 - 10:30 am	Break	Commission - Darmin
10:31 - 12:00 nn	Workshop 1: Identifying Practical and/or	ROHANIYA A.
10.31 - 12.00 IIII	Strategic Gender Needs Per Category	MOHAMMAD
	Gender Governance & Administrative	GAD Specialist III
	Gender Governance & Administrative Gender Social Health and Economics	Bangsamoro Women
	Gender, Culture and Religion	Commission - BARMM
	Gender, Peace and Security	
	- dollar, I care alla becalley	<u> </u>

	Gender Infrastructure and Environment	
	Presentation of outputs	
12:01 – 1:00 pm	Lunch and prayer brea	k
1:01 – 2:30 pm	Session 2: Use of Gender Fair Language in Policy	ROHANIYA A. MOHAMMAD
	Dogaildo activitica	GAD Specialist III
	Possible activities: Review and rewrite exercise	Bangsamoro Women Commission - BARMM
	Review and rewrite exercise	Collinission - DARMM
2:30 - 3:00 pm	Break	
3:01 - 5:00 pm	Session 3: Communication and Advocacy for Gender Responsive Policies	ROHANIYA A. MOHAMMAD
	_	GAD Specialist III
	Workshop 2: Developing a communication	Bangsamoro Women
	and advocacy for the identified gender issues	Commission - BARMM
	per category	
8:30 - 9:00 am	Day 3 (September 11, 2024)	Secretariat
9:01 – 9:05 am	Registration and Settling-in	Representative from the
7.01 - 7.05 am	Invocation	participants
9:06 - 9:30 am	Recapitulation of Day 2	MC
9:31 - 10:00 am	Session 4: Contextualization of the	LYNDON S. ENRIQUEZ
	Workshop	GAD Specialist III
		Bangsamoro Women
		Commission - BARMM
10:01 - 10:30 am	Break	
10:31 - 12:00 nn	Session 5: Quick overview of the GAD agenda	LYNDON S. ENRIQUEZ
		GAD Specialist III
-		Bangsamoro Women Commission - BARMM
12:01 – 1:00 pm	Lunch and prayer brea	
1:01 – 2:00 pm	Session 6: Presentation of the initial GADSF	LYNDON S. ENRIQUEZ
1.01 2.00 pm	below of i resentation of the initial diser	GAD Specialist III
		Bangsamoro Women
		Commission - BARMM
2:01 - 3:00 pm	Workshop 3. Revisiting the GAD Vision and	LYNDON S. ENRIQUEZ
	Mission	GAD Specialist III
	D	Bangsamoro Women
2.042.22	Presentation of Workshop 1 outputs	Commission - BARMM
3:01 - 3:30 pm	Break Reviewing and reverting the CAD Cools	I VNDON C ENDIQUEZ
3:31 - 5:00 pm	Reviewing and rewriting the GAD Goals	LYNDON S. ENRIQUEZ GAD Specialist III
	Workshop 4: Environmental Scanning -	Bangsamoro Women
	Identifying gender issues	Commission - BARMM
	, 55	
	Presentation of Workshop 2 outputs	
	DAY 4 (September 12, 2024)	

0.20 0.00	Davidentian and Catalina in	Cognotariat
8:30 - 9:00 am	Registration and Settling-in	Secretariat
9:01 – 9:05 am	Invocation	Representative from the
221 5 5 5		participants
9:06 - 9:30 am	Recapitulation of Day 3	MC
9:30 - 11:30 am	Workshop 5: Rewriting the GAD Goals	LYNDON S. ENRIQUEZ
	_	GAD Specialist III
	Pause for a 30 Minute Break	Bangsamoro Women
		Commission - BARMM
	Presentation of Workshop 3 outputs	
11:31 – 1:00 pm	Lunch and prayer bre	
1:00 - 2:00 pm	Workshop 6: Prioritizing Gender Issues	LYNDON S. ENRIQUEZ
		GAD Specialist III
	Sharing of outputs	Bangsamoro Women
		Commission - BARMM
2:00 - 3:00 pm	Workshop 7: Formulating/Reformulating	LYNDON S. ENRIQUEZ
	GAD outcomes, indicators, and baseline	GAD Specialist III
		Bangsamoro Women
	Sharing of outputs	Commission - BARMM
3:00 – 3:15 pm	Break	
3:15- 4:00 pm	Workshop 8: Identifying PPAs/PAPs and	LYNDON S. ENRIQUEZ
	target per year	GAD Specialist III
		Bangsamoro Women
		Commission - BARMM
4:00 - 4:30 pm	Presentation of the Revised GAD Agenda	Participants
4:31 - 4:50 pm	Ways forward	MC
		Secretariat '
	Post-Test	
	Evaluation	
	Awarding of Certificates and Tokens	
4:51 – 5:00 pm	Closing program	MC/Secretariat
	Closing remarks	ALVIN-YASHER K.
	Photo Ops	ABDULGAFAR
	-	Chief of Staff
		Head, OCM GFPS-TWG
	DAY 5 (September 13, 2024)	
8:00 - 9:00 am	Breakfast	All participants
9:01 am onwards	Departure from venue	



Dear Participant,

PCW would like to assess the level of knowledge, skills, awareness, and attitudes of its participants on Gender and Development (GAD) issues and determine the most suited design and methodology of the training program. Please accomplish this GAD Capacity Development TNA Form and submit to the Training Secretariat thereafter. Rest assured that your responses would be treated with utmost confidentiality.

I. Personal Information				
Name				
Sex	☐ Female	□ Male	Age	

Sex	☐ Female	☐ Male	Age	
Agency/Office/ Division				
Designation/Position			Length of Service	

II. Familiarity with GAD Concepts, Policies, and Tools

How well do you know the GAD concepts, policies, and tools listed below? Please encircle the number that corresponds to your answer.

A. GAD CONCEPTS				
Sex and Gender	1	2	3	4
	No idea	Know little about it	Familiar with it	Confident to talk about it
2. Gender Issue	1	2	3	4
	No idea	Know little about it	Familiar with it	Confident to talk about it
3. Gender Discrimination	1	2	3	4
	No idea	Know little about it	Familiar with it	Confident to talk about it
4. Gender Division of Labor	1	2	3	4
	No idea	Know little about it	Familiar with it	Confident to talk about it
5. Gender Stereotypes	1	2	3	4
	No idea	Know little about it	Familiar with it	Confident to talk about it
6. Gender Perspective	1	2	3	4
	No idea	Know little about it	Familiar with it	Confident to talk about it
7. Gender Analysis	1	2	3	4
	No idea	Know little about it	Familiar with it	Confident to talk about it
8. Gender and Development (GAD)	1	2	3	4
. ,	No idea	Know little about it	Familiar with it	Confident to talk about it
9. GAD Planning and Budgeting	1	2	3	4 (
0 0	No idea	Know little about it	Familiar with it	Confident to talk about it
10. Gender Mainstreaming	1	2	3	4
3	No idea	Know little about it	Familiar with it	Confident to talk about it
11. Gender Equity	1	2	3	4
	No idea	Know little about it	Familiar with it	Confident to talk about it
12. Gender Equality	1	2	3	4
	No idea	Know little about it	Familiar with it	Confident to talk about it
13, GAD Funds Audit	1	2	3	4
	No idea	Know little about it	Familiar with it	Confident to talk about it
B. GAD POLICIES AND MANDATES		~ 1 paren 1. L		
International Mandates	to go		, -	
Convention on the Elimination of All	1	2	3	4
Forms of Discrimination Against Women (UN CEDAW)	No idea	Know little about it	Familiar with it	Confident to talk about it



_	Dailing Dietiens for Astion (DD5A)	1	2	3	4
2.	Beijing Platform for Action (BPfA)	No idea	Know little about it	Familiar with it	Confident to talk about it
3.	Sustainable Development Goals (SDGs)	1 No idea	2 Know little about it	3 Familiar with it	4 Confident to talk about it
Na	tional Plans		,		
,					
1.	Philippine Plan for Gender-Responsive	1	2	3	4
	Development (PPGD): 1995-2025	No idea	Know little about it	Familiar with it	Confident to talk about it
2.	The Philippine Development Plan	1 No idea	2 Know little about it	3 Familiar with it	Confident to talk about it
_	(PDP) 2017-2022	No idea	2	7 amiliar with it	Confident to talk about it
3.	Gender Equality and Women's Empowerment (GEWE) Plan 2019- 2025	No idea	Know little about it	Familiar with it	Confident to talk about it
Na	tional Laws ***	<u> </u>	6.		
1.	Republic Act 7192: The Women in	1	2	3	4
١.	Development and Nation Building Act	No idea	Know little about it	Familiar with it	Confident to talk about it
2.	General Appropriations Act (GAA) on	1	2	3	4
	Programs and Projects Related to	No idea	Know little about it	Familiar with it	Confident to talk about it
	Gender and Development (from 1995 to latest GAA)				
3.	Republic Act 9710: The Magna Carta	1	2	3	4
_	of Women	No idea	Know little about it	Familiar with it	Confident to talk about it
G/	AD Memorandum Circulars ***		±i.	4	
1.	PCW Memorandum Circular 2009-01:	1	2	3	4
	Guidelines on the Formulation,	No idea	Know little about it	Familiar with it	Confident to talk about it
	Implementation, Monitoring, and				
	Evaluation of a Gender and				
	Development (GAD Code				
	(for LGUs only)				
2.	PCW Memorandum Circular 2011-	1 No idea	2 Know little about it	3 Familiar with it	4 Confident to talk about it
	01:Guidelines for the Creation,	Notuea	NIOW INTE ADOLE IL	Familia Will IL	Confident to talk about it
	Strengthening and Institutionalization				
	of the Gender and Development (GAD) Focal Point System				
3	PCW Memorandum Circular 2014-05:	1	2	3	4
٥.	Adoption and Generation of Data	No idea	Know little about it	Familiar with it	Confident to talk about it
	Support to the Magna Carta of Women				
	Indicators				
4.	PCW Memorandum Circular 2016-03:	1	2	3	4
	Use of the Enhanced Gender	No idea	Know little about it	Familiar with it	Confident to talk about it
	Mainstreaming Evaluation Framework				¥.
	(GMEF)	1	2	3	4
5 .	PCW Memorandum Circular 2018-04:	No idea	Know little about it	Familiar with it	Confident to talk about it
	Revised Guidelines for the Preparation	Noticea	Riow inthe about it	Faitina Will IL	Confident to talk about it
6	of the GAD Agenda PCW-NEDA-DBM Joint Memorandum	1	2	3	4
0.	Circular 2012-01: Guidelines for the	No idea	Know little about it	Familiar with it	Confident to talk about it
	Preparation of the GAD Plans and				
	Budgets and Accomplishment Reports				
	to Implement the MCW				
7.	PCW-OPAPP Joint Memorandum	1	2	3	4
	Circular 2014-01: Integration of	No idea	Know little about it	Familiar with it	Confident to talk about it
	Women, Peace, and Security Projects,				
	Activities, in Annual GAD Plans and				
	Budget and GAD Accomplishment				
	Reports				



8. PCW- NEDA Joint Memorandum Circular 2013-01: Guidelines on the Localization of the Magna Carta of Women (for LGUs only)	1 No idea	2 Know little about it	3 Familiar with it	4 Confident to talk about it
				
9. PCW- NEDA Joint Memorandum Circular 2016-01: Amendments to JMC NO. 2013-01: Guidelines on the Localization of the Magna Carta of Women (for LGUs only)	1 No idea	2 Know little about it	3 Familiar with it	4 Confident to talk about it
10. COA Circular 2014-001: Revised	1	2	3	4
Guidelines in the Audit of Gender and Development (GAD) Funds and Activities in Government Agencies	No idea	Know little about it	Familiar with it	Confident to talk about it
11. COA Memorandum 2018-009:	1	2	3	4
Checklist of Common Audit	No idea	Know little about it	Familiar with it	Confident to talk about it
Observations in the Audit of Gender				
and Development (GAD) Funds; and				
Determination of Gender Issues and				
Mandates of all Government Agencies				
12, CSC Memorandum Circular No. 12 S,	1	2	3	4
2015 on the Use of Non-Sexist	No idea	Know little about it	Familiar with it	Confident to talk about it
Language in all Official Documents,				
Communications, and Issuances				
13. CSC Resolution No 01-0940	1	2	3	4
Administrative Disciplinary Rules on	No idea	Know little about it	Familiar with it	Confident to talk about it
Sexual Harassment Cases				
C. GAD TOOLS		21		,
	P			
1. Typical Day Activity Schedule or 24-	1	2	3	4
Hour Activity Profile	No idea	Know little about it	Familiar with it	Confident to talk about it
2. Gender Gap Matrix	1	2	3	4
•	No idea	Know little about it	Familiar with it	Confident to talk about it
3. Women Empowerment and Gender	1	2	3	4
Equality Framework	No idea	Know little about it	Familiar with it	Confident to talk about it
4. Harmonized Gender and Development	1 1	2	3	4
(GAD) Guidelines	No idea	Know little about it	Familiar with it	Confident to talk about it
5. Enhanced Gender Mainstreaming	1	2	3	4
Evaluation Framework (GMEF)	No idea	Know little about it	Familiar with it	Confident to talk about it
6. Gender-Responsive LGU (GeRL)	1	2	3	4
Assessment Tool	No idea	Know little about it	Familiar with it	Confident to talk about it
, addodition to to		.L	L	L

^{***}Note: The Resource Person may add other GAD laws and circulars relevant to the nature and sector of the participant's institutions.

III. GAD-related trainings. Please list down all GAD-related trainings attended in the last three (3) years (use additional sheets if necessary).

Title of the Training	Inclusive Date/s	Trainer/Training Institution	· F
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IV. Please indicate whether you agree, disagree or neither agree nor disagree with the following statements. Write (A)- AGREE; (D) DISAGREE; (NS) NOT SURE in the box:

	STATEMENTS	Α	D	NS
1.	Gender refers only to women.			
2.	Poverty has the same effect on women and men.			
3.	The man has the right to make all major decisions for the family, where he is also the			
	breadwinner, and the women take care of the household.			
4.	The GAD Budget is computed as a separate fund before a GAD Plan is prepared.			
5.	Family planning is a sole responsibility of the women because they are the ones who			
	get pregnant.			
6.	If a family cannot support the education of all children, it is right to prioritize the			
	education of the sons since daughters will be married off to other men.			
7.	1 1 0			
	their different needs.			
8.	GAD Planning and Budgeting is an examination of the agency's level of Gender			
	Mainstreaming (GM) or extent of the gender responsiveness of agency's PAPs.			
	Housework does not contribute to family welfare because it is unpaid.	1		<u> </u>
10. Agency/LGU with unendorsed GPB can still implement their GAD PAPs.				
11. Men are better decision makers than women are.				
	A husband has the right to demand sex from his wife anytime he likes.			<u> </u>
	All laws are generally fair to both women and men.			
14.	Educating women makes them better mothers and wives.			
15.	PAPs that are not in the agency's endorsed GAD Plan can be charged to GAD budget.			

Other Concerns:					
1.	What are the gender concepts, concerns and issues you have heard about that need clarification or you				
	have questions about?				
i					
2.	What do you think are the factors that can facilitate learning in a training?				
<u> </u>					
3.	What methodologies will be most helpful to you as a training participant?				
L					

Thank you for your cooperation!